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MEMORANDUM FOR: Chief, Regulations Control Staff

SUBJECT : Proposed Notice on the Reduction of
Excess Annual Leave Accumulations

25X1A

1. There is attached hereto proposed Notice No. [REDACTED], which prescribes an interim policy for reduction of excess annual leave accumulations.

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2. Inasmuch as summer vacations are currently being planned and taken, it is imperative that this Notice be published as soon as possible in order that all affected employees may schedule their vacations in a manner that can reduce excess annual leave accumulations.

3. The policy contained in this notice is very liberal and accordingly, I do not feel that it will require Agency wide coordination prior to publication.

L. K. WHITE
Deputy Director
(Administration)

SA/DDA:WEB:hh (25 June 54)

Distribution:

- 1 - DD/A chrono
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